



DEFENSE LOGISTICS AGENCY  
DEFENSE LOGISTICS SERVICES CENTER  
74 WASHINGTON AVE N  
BATTLE CREEK MI 49017-3084



CHANGE NO. 4  
DoD 4100.39-M

CH 4  
DoD 4100.39-M-Vol-4-  
Volume 4 CITE-4

*change to A291307*

DLSC-VPH  
1 April 1996

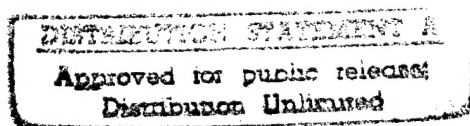
FEDERAL LOGISTICS INFORMATION SYSTEM (FLIS) PROCEDURES MANUAL  
*Volume 4, change 4.*

I. Volume 4, DoD 4100.39-M, 1 January 1995, change as follows: Remove pages listed below and insert revised pages. Additions and changes are indicated by ***bold-face italic*** type. Deletions are indicated in the Significant Changes paragraph below.

	<u>REMOVE OLD</u>	<u>INSERT NEW</u>
Table of Contents	3 and 4	3 and 4
Chapter 12	4.12-7 and 4.12-8	4.12-7 and 4.12-8
Chapter 13	4.13-5	4.13-5 and 4.13-6

II. SIGNIFICANT CHANGES. The page changes are effective upon receipt.

BY ORDER OF THE DIRECTOR:



*R. B. Haglund*  
RANDALL B. HAGLUND  
Colonel, USMC  
Commander  
Defense Logistics Services Center

19960417 014

DTIC QUALITY INSPECTED 2

DLSC - The Key to Readiness

**CH 4**  
**DoD 4100.39-M**  
**Volume 4**

III. This change sheet will be filed in front of Volume 4 for reference purposes after changes have been made.

**DISTRIBUTION:** Defense Logistics Agency: 41, 42

**Army:** To be distributed in accordance with Special Distribution List.

**Navy:** To be distributed in accordance with Special Distribution List maintained at NPFC.

Stocked:  
Commanding Officer  
Naval Publications and Forms Center  
5801 Tabor Avenue  
Philadelphia, PA 19120

**Air Force:** Distribution "X"

Volume/ Chapter Section	Title	Page/ Appendix
4.11	REINSTATEMENT OF A CANCELLED FEDERAL ITEM IDENTIFICATION(FII)	
4.11.1	Application	4.11-1
4.11.2	Actions by Activity	4.11-1
4.11.3	Proposed Descriptive Method Reinstatements	4.11-1
4.11.4	Submittal of Reinstatement of a Cancelled NSN	4.11-1
4.12	INTERNATIONAL CATALOGING	
4.12.1	Introduction	4.12-1
4.12.2	NATO/FG Input and Requests for Services	4.12-1
4.12.3	US Activity Input and Requests for Services	4.12-9
4.12.4	Revision, Transfer, or Reinstatement of Item Identifications by NATO/FG or U.S. Activity	4.12-17
4.12.5	Release of Nuclear Ordnance Cataloging Data to NATO and Other Foreign Governments (NATO/FG)	4.12-18
4.12.6	Withdrawal of NATO/FG user interest from a Nuclear Ordnance Item	4.12-20
4.12.7	Establishing NSNs and/or Registering Foreign Governments on Items Supported through Foreign Military Sales (FMS)	4.12-21
	DD Form 1155	4.12-A
	NATO Form AC/135 No. 7	4.12-B
	NATO Form AC/135 No. 1	4.12-C
	NATO Form AC/135 No. 6	4.12-D
	Sample K27 Transaction	4.12-E
	K27 Reason for Return/Notification Code	4.12-F
4.13	PROCESSING OF NUCLEAR ORDNANCE ITEMS AND OTHER SENSITIVE OR SECURITY CLASSIFIED ITEM	
4.13.1	Definitions	4.13-1
4.13.2	Preparation and Submittal of Cataloging Data by Activities	4.13-2
4.13.3	Action by DLSC	4.13-4
4.13.4	Service/Agency Dissemination of Data	4.13-5
4.13.5	<i>Transfer of Item of Supply (IOS) Responsibility</i>	4.13-5
4.14	OUTPUTS GENERATED FROM PROCESSING ITEM	

<b>Volume/ Chapter Section</b>	<b>Title</b>	<b>Page/ Appendix</b>
	<b>IDENTIFICATION DATA</b>	
4.14.1	Notifications	4.14-1
4.14.2	File Maintenance	4.14-4
4.15	<b>REQUEST FOR NSN UNDER EMERGENCY CONDITIONS</b>	
4.15.1	Conditions	4.15-1
4.15.2	Resumption of Normal NSN Assignment	4.15-2
4.15.3	Responsibility of Activities Requesting Emergency (Manual) NSN Assignment	4.15-2
4.16	<b>GOVERNMENT/INDUSTRY REFERENCE DATA EDIT AND REVIEW (GIRDER) PROGRAM</b>	
4.16.1	Purpose, Scope, and Background	4.16-1
4.16.2	Procedures	4.16-1
4.16.3	Follow-Up by DLSC	4.16-4
4.16.4	Scheduling	4.16-4
4.17	<b>REQUEST FOR CHANGE TO NIIN/PSCN STATUS CODE</b>	
4.17.1	Purpose, Scope, and Background	4.17-1
4.17.2	Action by the Service/Agency	4.17-1
4.17.3	Action by DLSC	4.17-1
4.17.4	Recordation on a NIIN/PSCN Status Code 1 or 9 FII	4.17-2
4.17.5	Visability of NIIN/PSCN Status Code 1 or 9	4.17-2
4.18	<b>ALPHABETIC INDEX</b>	4.18-1

(1) This input transaction is used to delete a reference number and related reference number codes recorded against an existing item identification.

(2) After determining that the submitting NATO/FG is a recorded user and the secondary reference number or NATO reproduced item identification number is no longer required, DIC LDR may be submitted to DLSC.

(a) Submittals will be limited to reference numbers with RNCC 5 or 8.

(b) Reference numbers may be deleted only when the submitter code in the Submitting Activity Code field of the DIC LDR is the same as the NATO/FG code in the RNAAC field of the applicable segment C record in the FLIS.

(3) The input format and instructions for the preparation of DIC LDR appear in volume 8, chapter 1.

(4) The media and transaction modes for submitting DIC LDR to DLSC appear in paragraph 4.12.2.k.

(5) Upon receipt, DLSC will process the input transaction.

(a) Deletion of the reference number will result in file maintenance to authorized II data receivers.

(b) If the proposed deletion of a reference number fails to process, reject notification will be forwarded to the submitter indicating the reason for return.

i. Request for Codification and Registration of User (DIC LSA).

(1) This input transaction is used to request the codification of an item identified by the reference number(s) and related CAGE code(s) and to register the requesting country or NATO agency as a user of the corresponding item identification.

(2) The following conditions are applicable to DIC LSA and shall be observed:

(a) A limitation of three reference numbers for each Document Control Number.

(b) Statistical Indicator Code of C.

(c) *RNJC of 1 or blank.*

(d) RNFC of 1 or 4.

(e) When a reference number, logistics, exceeds 32 positions, the Extra Long Reference Number Indicator (dash symbol) will be submitted as the 32nd character and the remainder of the reference number will be disregarded. The entire reference number will be included on the NATO Form AC/135-No.7 or L07.

(3) The input format and instructions for the preparation of DIC LSA appear in volume 8, chapter 1.

(4) The media and transaction modes for submitting DIC LSA to DLSC appear in paragraph 4.12.2.k.

(5) Upon receipt, DLSC will process the input transaction.

(a) If the submitted reference number(s) matches an item identifying reference number(s) (RNVC 2 or 3 and RNCC 1, 2, 3, 5, or 7) in the FLIS on a one-for-one basis under one NSN, the

MOE Rule Number of the submitter will be added to the matched item. A FLIS data package for the matched reference number will be forwarded to the submitter and file maintenance will be forwarded to other data receivers.

(b) If the submitted reference number(s) matches under multiple NSNs, to a non-identifying reference number(s), or through the association code technique, output file data will be forwarded to DLSC-SD for determination of acceptability.

(c) If the submitted reference number(s) fails to match an item in the FLIS, notification of no-match will be forwarded to DLSC-SD for resolution. DLSC-SD will prepare a new item identification reflecting the MOE Rule Number of the submitter and submit the input package to DLSC for processing. Upon approval of the new item identification, FLIS data will be forwarded to the recorded data receiver.

(d) If the DIC LSA request fails to process, reject notification will be forwarded to the submitter indicating the reason for return.

j. Multiple DIC Input (DIC LMD).

(1) This input transaction is used when multiple DIC transactions are submitted under the same Document Control Number. Allowable DIC combinations are limited to LDR, LAR and LCR.

(2) The input format and instructions for the preparation of a NATO Multiple DIC Input (LMD) appear in volume 8, chapter 1.

(3) The media and transaction modes for submitting DIC LMD to DLSC appear in paragraph 4.12.2.k.

k. Format, media and transaction modes for the

transmission of catalog data between NATO/FG and DLSC.

(1) Catalog data may be electrically transmitted or mailed to and from DLSC. In addition, countries using the International Logistics Communication System (ILCS) may transmit catalog data via this mode to an intermediary activity, the Defense Automatic Addressing System Office (DAASO), Dayton, Ohio. DAASO, in turn, will transmit the catalog data to DLSC electronically. The resulting output will be transmitted from DLSC to DAASO electronically and from DAASO to the applicable countries via ILCS.

(2) Fixed formats are available for submission of transactions. Each country or NATO agency using the data bank should notify DLSC of the media that will be used for the input and output of data. Select from the following:

FORMAT	MEDIA	TRANSACTION MODE
--------	-------	---------------------

Fixed	Magnetic Tape	Mail
Fixed	Wire	Electronic Data Transmission

(3) Transactions mailed to DLSC must be accompanied by a completed DD Form AC/135 No. 26, Shipment Advice Notice (appendix 4-12-A). LSA transactions must also be accompanied by a completed NATO Form AC/135 No. 7 or DIC L07, Request for Codification Services (appendix 4-12-B).

(4) If the DIC LSA transactions in a shipment represent different end items, pieces of equipment, or assemblies, a separate NATO Form AC/135 No. 7 or DIC L07 is required for each end item, piece of equipment, or assembly grouping due to the

b. Dissemination from the central Federal Catalog System files shall be made only by NOCO. To preclude the dissemination of nuclear ordnance FLIS data base data to other than the designated activities, mechanized edits have been implemented by DLSC to control the following conditions:

(1) Dissemination of data from the FLIS data base shall be suppressed except to the following activity codes: BF, JF, SA, SC, XA, XB, and 98. This suppression applies to file data requests by FSC class or Item Name Code; to assets, requirements, interchangeability or substitutability data; catalog output; provisioning screening; or any special project requests.

(2) Disposition notification shall only be provided to activity XA.

(3) FLIS data base file maintenance data shall only be provided to activity code XB.

(4) File interrogation or data request DICs LSF, LSN, LSR, and LTI shall be returned under output DIC KRE if submitted by activities other than BF, JF, SA, SC, XA, XB, and 98.

(5) A provisioning screening interrogation of, or match to, a nuclear ordnance item will be returned under output DIC KRE containing return code XA.

(6) Cataloging transactions, submitted by other than activity XA, which match during screening to a DOE-controlled nuclear ordnance item will be returned under output DIC KRE.

(7) Activity XA is the only activity (including any numeric activity) authorized to submit cataloging actions which would change the FLIS data base for an existing nuclear ordnance item (i.e., FSC

changes within FSC group 11; FSC changes in any class including NSN(s) which reflect a reference number with CAGE Codes 57991, 67991, 77991, or 87991; any cancellation action when the NSN to be cancelled or retained is a nuclear ordnance item; add or change reference number; management changes; etc.). In addition, activity XA is the only activity authorized to submit new nuclear ordnance item identifications for National Item Identification Number (NIIN) assignment.

**4.13.4 Service/Agency Dissemination of Data.** Services/Agencies may make internal dissemination of data as required to meet their functional requirements. When internal dissemination is required, the controls necessary to prevent any possible security compromise (including the possible revelation of security classified information through the accumulation of individually unclassified data) will be established by the individual Military Services and Civil Agencies.

**4.13.5 Transfer of Item of Supply (IOS) Responsibility.**

*a. Transfer of IOS within SNOCA. When the item of supply responsibility is transferred from DOE to a service or from one service to another service, the gaining service will submit through the losing service to NOCO a letter furnishing the gaining services' MOE Rule and MOE Rule related data and the CAGE Code, reference number and reference number related data. NOCO will initiate the required cataloging actions and forward appropriate output data to all authorized data receivers. The following DIC's may be used by NOCO as single transactions or in combination as required: LMD, LAU, LDU, LAR, LDR, LAM and LDM.*

*b. Transfer from Nuclear Ordnance to Non-nuclear Ordnance. When the item of supply responsibility is transferred from nuclear ordnance control to nonnuclear ordnance control the losing service will submit to NOCO a letter furnishing the following DIC's in fixed card format in accordance with the FLIS Procedures Manual.*

**LMD Header**

**LCD** *Change item name code/item name (if unapproved)/Type II (if applicable) and RPD MRC*

**LDU** *Delete recorded MOE Rule Data (X001)*

**LAU** *Add Authorized Service MOE Rule Data and, if required, Item Management Coding*

**LDR** *To delete the X7991 CAGE and reference data recorded on the item*

**LAR** *To add gaining services CAGE and reference data*

**LCC** *Coded DD 146 data, if applicable, in accordance with appropriate FIIG*

**LAM** *To add Required Supply Management Data*

**NOTES:** *1. Originating and submitting activity in Document Control Number must be XA.*

*2. All effective dated transactions within the LMD package must be zero filled.*

*3. If the item being transferred requires a FSC Change, the FSC must be changed prior to submittal of the transfer package. (Items in FSG 11 must be changed).*